



Richmond Refinery | Incident and Injury Free

4Q Proactive Event:

Near Loss/ Miss Reporting and Hand Safety

Week 4: Discussion Topic – Hand Safety

November 1, 2010



Discussion Topic

Hand Safety

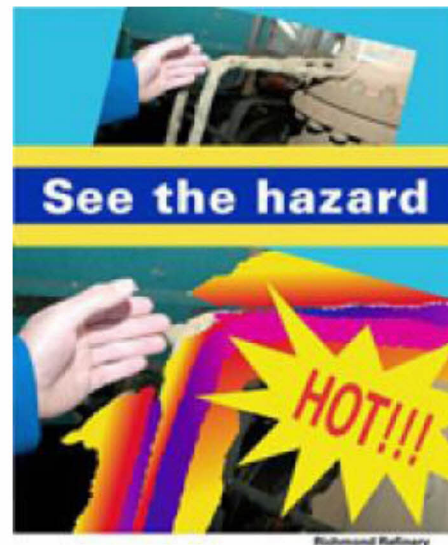
- Today: Provide an overview and specific ways to prevent hand injuries.
- At the end of the 4th Quarter:
 - Enhance the knowledge of Near Losses and increase Near Loss Reporting at Richmond Refinery.
 - Share why we feel hand safety is important.
 - Review key learning from our Quarterly proactive events

Highlights on Hand Safety



Richmond YTD Hand injuries (as of 9/29/10)	
1 st Aid	OSHA Recordable
22	4

- [Portable Power Tool Hazard checklists](#)
- [RSIP Resources](#)




Have you (or someone you know) ever experienced a near loss/ miss or injury to the hand?

Do you believe it could have been reduced or prevented if you had been wearing a glove?

LOSS PREVENTION SELF ASSESSMENT

BEFORE BEGINNING ANY ACTIVITY/TASK/JOB, AFTER A LOSS OR NEAR LOSS, ANY UNUSUAL CIRCUMSTANCES:

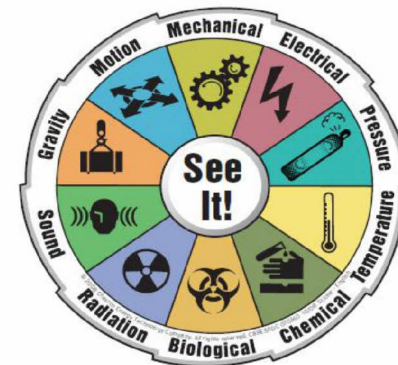


ASSESS the risk!
What could go wrong?
What is the worst thing that could happen if something does go wrong?

ANALYZE how to reduce the risk!
Do I have all the necessary Training and Knowledge to do this job properly?
Do I have all the proper Tools and Personal Protective Equipment?

ACT to ensure loss-free operations!
Take necessary Action to ensure the job is done properly!
Follow written procedures! Ask for assistance if needed!

DO NOT PROCEED UNLESS ALL RISKS HAVE BEEN ADDRESSED!
For Everyone • Every Day • All the Time



Take 5 to Recognize

Proactive Engagement takes courage.



Take 5 to Recognize



Purpose – Meaningful, personal recognition done on a regular basis.

When – Select a recurring team meeting and include a short topic on recognition.

Why – We have many great things happening and people deserve to hear that people see and appreciate their efforts.

How – Identify a pinpointed task or behavior that had a positive impact on our business or our work environment. Share it with your team.

“Who Did What?” and “Here’s Why It Made a Difference.” All who hear the recognition can share the recognition with the receiver if they were not present to hear it.